

BRANCH BULLETIN

DECEMBER 2011



Dear All,

They say that time flies when you are having fun - well if that is true I must be having a ball! I just cannot believe that another year has gone by and I have visited the Areas again for your Autumn Meetings and that Christmas is only around the corner. I so enjoyed seeing you all during October, hearing about what you have done and achieved during the year and also to listen to your concerns and wishes for the future. As you know we have kept the rule changes to a minimum for next year and your suggestions will be taken to the Committee Meetings during the Spring of 2012 and if thought appropriate put forward for everyone to discuss at next year's Autumn Meetings.

I had lunch with a friend yesterday who is also a long standing DC and the way she explained why she thinks The Pony Club is so special and important and why our Members become such amazing people when they grow up has given me real inspiration for the future. So despite the horrible economic climate I know that with all your hard work and dedication to our organisation it will go from strength to strength.

I wish you a very merry Christmas and a happy New Year.

Cherry Michell, Chairman

Dear All,

Here we are again, almost at the end of another successful Pony Club year.

We are delighted to be able to report that our Branch Membership is holding up well and that Centre Membership is continuing to attract new Members both in the U.K. and additionally in various countries worldwide.

We have listened to all your suggestions throughout the year, many of which have been implemented and are set out in the following pages.

As we reach the end of the year our thoughts will of course be focusing on 2012 and the London Olympics but also on new targets and achievements for all our Members.

Thank you for all that you have done this year and in advance for all that you will be planning for the next twelve months.

All the staff here at Stoneleigh join me in sending the Very Best Seasonal Wishes for a Joyous Christmas and a Very Happy New Year.

Judy E Edwards, Chief Executive

OFFICE CLOSURE

The Office will be closed from 4pm on Friday, 16th December and will re-open on Tuesday, 3rd January.

ANNUAL CONFERENCE – WEDNESDAY, 7TH MARCH, BELFAST WATERFRONT

We announced back in April that for the first time the Annual Conference will be held Northern Ireland which we are very excited about. The conference facilities at the Belfast Waterfront are superb as are the hotels with a great selection from lovely B&B's through to 4 & 5 star hotels. The Pony Club's official online accommodation booking system can be found at:

<https://www.conferencebookings.co.uk/delegate/BLFPONYCLUB2012>

Belfast is served by 2 mainland airports with Belfast City Airport a 5/10 minute taxi ride from the city centre and Belfast International Airport a 20 minute drive away. Return flights cost from as little as £60 so in many instances the journey will end up for many people as being less than a mainland venue.

Tickets for the conference can be booked on line at <http://events.pcuk.org> or there is an application form enclosed for those without internet access. Tickets will be allocated to those Branches and Centres whose details are received with the correct payment to The Pony Club Office by Friday 10th February 2012. We look forward to seeing you there!

SECRETARY OF THE YEAR AWARD

If you would like to nominate your Secretary for this prestigious award, please complete the form enclosed. The form will need to be signed by your Area Representative and returned to the office by Friday 10th February 2012.

CAPITATION RETURNS AND ANNUAL REPORT FORMS

Well done to those Branches who managed to get their returns in before the closing date of 30th September. Meeting these closing dates is very important as we work on very tight deadlines getting the year book published.

The Capitation Return due back 28th February will be sent out in the New Year. As in previous years, a paper copy will be sent to both the Treasurer and District Commissioner. There will again be an Excel version of the form available, which has proved to be very popular. This version will do all the arithmetic for you, requiring you to only enter your Branch statistics, get the Treasurer to sign the form and write a cheque! Don't forget, please feel free to ring or email Sally Lawton (sally@pcuk.org) regarding the Capitation return if you have any questions or need advice regarding your return.

BRANCH FINANCIAL RETURNS

These will be sent out with the Capitation Returns in the New Year, and the pack will contain full details of how to obtain the excel version. Returns are due back by 28 February, 2012; as with the Capitation Return, meeting the closing date is vital, as this enables us to check, process and collate all the information in order to meet the very tight Audit requirements.

As in previous years, there will be a £50 credit for submitting the Return, together with all supporting documentation, by the deadline. This means that if the copy bank and building society statements verifying the year end balances are not included or do not cover the year end date, or any of the other documents/declarations are not completed or returned, your branch will not be eligible for the credit. There will also be a requirement this year for branches to confirm that they are compliant with the instructions issued in 2010 with regard to controls over branch funds (it appears that some branches are still operating a policy of single cheque signatory for amounts in excess of £200, in contravention of the current policy).

If you have any questions or need any help/advice in completing your Return, please contact sue@pcuk.org, as soon as possible after receiving the pack.

MEMBERSHIP DATABASE

All Branches are required to use and update The Pony Club Membership Administration Portal (aka the Membership Database). Failure to do so may invalidate your Members' insurance policies. If you do not yet have access, please contact database@pcuk.org immediately (please state your full name and Branch name). Similarly, if you require assistance or have questions about the database please contact us.

Note that instructions on how to quickly 'renew' your Members within the database will be sent out in due course.

COMPETITIVE DISCIPLINES

The **2012 Eligibility and Rule Changes** documents are now available to download from the website.

SAFETY CUPS - From the 1st January 2012 Safety Cups will be compulsory for all Pony Club Jumping Competitions. It is also strongly advised that they be used at rallies and training sessions.

To be used on the back rails of spread fences and middle and back rails of triple bars.

This will also include practice fences in the collecting ring. These cups must be in use at all times and must NOT be removed from the wing stands.

Definition: A Safety Cup is one that breaks away into two parts or drops when the rail is hit hard.

Approved Safety Cups - A list of approved safety cup suppliers is now available to download from the website under the Show Jumping Rules section.

The safety cups must be FEI approved – this means they have been tested by a special machine to ensure the tension is correct and consistent after a time of use.

8 pairs are recommended per set, which allows for extra fences that may be required for later competitions, this will also include your practice fence.

The old style wings with the holes in can be converted, using the keyhole strip system. There is a metal connector for those who have the pin and chain type cup.

Please note: you do not have to have all your jump wings fitted with the keyhole strip system.

Remember, Safety Cups are only required on the back rails of spread fences and middle and back rails of triple bars.

POLO

The tournament dates for Pony Club Polo in 2012 are now on the Polo pages of the Pony Club website (www.pcuk.org/index.php/disciplines/polo). The Championships will take place from Friday 10th – Sunday 12th August 2012 at Cowdray Park, with the Jorrocks Championships being held at Hurtwood Park on Wednesday 8th August 2012.

SHOW JUMPING

Dengie Winter League and Open Area Dates are now available to download from the website.

PONY RACING

Dates, schedules and information regarding PRA/PC Training Days are all available to download from the website.

Dates so far

3rd April - Three Counties Area 9 - **Cheltenham Racecourse**

6th May – Area 4 – **Haydock Park Racecourse**

19th May - Wyllye Valley Pony Club - **Wincanton Racecourse**

6th June - Eridge Hunt Pony Club - **Lingfield Park Racecourse**

6th October - Holderness Hunt Pony Club - **Beverley Racecourse**

EVENTING

Young Event Horse Series

A new competition series will be launched in 2012, to encourage older Members of The Pony Club to train and compete their young horse or pony. It will be open to Members and Associate Members aged 15 years or over with horses or ponies aged 5, 6 or 7 years, who compete at Level 3 (Novice) Eventing Competitions. The rules for the series are enclosed and are also available from the website. A supply of cards for riders to register their results will be supplied in the next Bulletin.

Open Eventing League

Don't forget to register your 2012 Level 5 Eventing competition to be included in the League. Application forms were sent out in the last bulletin, or are available on the website.

Stewards and Officials Study Days

There will be two days for officials and stewards involved with Eventing Competitions in 2012. Further details will be available on the website in the New Year.

2012 Eventing Competitions

If you are running a one day event, hunter trial or eventer trial next year and would like it to be included in the list of Eventing competitions on The Pony Club website, please email details to Jenny Yates (jenny@pcuk.org). The information you provide should include the date, venue, organising Branch, website address, level(s) and type of competition.

DRESSAGE

Dengie Winter League Area Competition dates are available to download from the website.

The new Dressage Tests for 2012 are available to download from the website.

DRESSAGE TO MUSIC

New Dressage to Music Tests

The Pony Club Freestyle Dressage to Music Test 2008 has been split into three levels for 2012:

- The Pony Club Novice Freestyle Dressage to Music 2012
- The Pony Club Intermediate Freestyle Dressage to Music 2012
- The Pony Club Open Freestyle Dressage to Music 2012

The Pony Club Freestyle Dressage to Music Pairs Test 2008 has also been updated for 2012. These are all available to download from the website.

Baker Tilly Freestyle Dressage to Music Competition

There will be a Dressage to Music Competition held at Warwickshire College, Moreton Morrell on Sunday 1st April, in conjunction with the Dengie Winter League Dressage Final. More details will be available on the Dressage to Music page of the website in the New Year or email laura@pcuk.org for more information. **The new Freestyle Dressage to Music Tests for 2012 will be used at this competition.**

PLEASE NOTE: In order to comply with music license requirements, DTM competitors need to either be full or music members of British Dressage. BD offers a special rate to PC Members wanting to be music members. For more information please contact British Dressage - www.britishdressage.co.uk.

MOUNTED GAMES

Study Days 2012

Any Areas wishing to arrange a Study Day particularly for Novice Teams and Line Stewards - please contact Emma Holliwell at the Office. Email emma@pcuk.org

Remember, Mounted Games Study Days are aimed to inform Members, Trainers and Parents of the rules for the Games to be played in the current year. It has been agreed by the Training Committee that these Study Days can be used for accreditation in Mounted Games only. Please get attendees to bring their log books with them and these will be signed on the day. However, if they wish to instruct in any other discipline they must attend an Instructors' Course to gain full accreditation.

Study Day arranged to date:

- Tuesday 14th February 2012, Askham Bryan, Yorkshire, 10 am start.
Refreshments available to purchase on the day.

Any Branches / Centres are welcome at the study day – please request an application form from emma@pcuk.org if you are interested in attending.

Team Trials for DAKS International – Royal Windsor Horse Show - 9th-13th May 2012

Ireland	- The Bowl, Portrush	-	Saturday 25 th February
England	- Onley Grounds E.C.	-	Sunday 4 th March
Wales	- Royal Welsh Showground	-	Sunday 4 th March
Scotland	- T.B.C.	-	Sunday 18 th March

Enclosed is the RWHS Nomination form, the closing date is Friday 6th January 2012. Please read the paperwork carefully.

Area Games 2012 – Alphabetical Order

SENIOR	JUNIOR
Bending	Bending
Five Flag	Four Flag
Pyramid	Junior Bottle
Quoits & Cone	Junior Quoits & Cone
Stepping Stones	Stepping Stones
Tack Shop	Tyre
Two Mug	Two Mug
Tyre	
Spare - Bottle	Spare – Two Flag

Zone Finals - Allocations 2012

Qualifiers from Areas 5, 10, 15, 16 and 18 - Taunton Racecourse on Sunday 24th June 2012

Qualifiers from Areas 3, 4, 6, 7, 8, 9, 11, 12, 13, and 14 - Onley Grounds on either 30th June or 1st July

Qualifiers from Areas 1, 2, 17 and 19 - Doune on Saturday 14th July 2012

International Mounted Games – Australia Hosting from 7th – 21st April 2012.

Reminder: Nomination Forms were sent in the October Bulletin; they are to be returned by Monday 12th December.

Friendly Competitions

Please remember to visit the 'Friendly Competitions' page in the Mounted Games section of the website for details of Competitions in your Area.

NATIONAL QUIZ

The National Quiz will be held in The Sports Hall (Suggett Centre) at Warwickshire College, Moreton Morrell on Sunday, 1st April, 2012.

Please can Area Representatives send me their qualifying dates as soon as possible, if you have not already done so.

POLOCROSSE

Please let me know if you have any Training or Tournament dates for 2012 so that I can put them on the website.

Any Branch or Centre that has purchased polocrosse kits in the past and have not attended the Championships, we want to see you next year!

Also if you are not using your polocrosse kit and would like to sell it, please let me know.

If anyone is interested in playing this exciting game, please contact Hannah Clack - 02476 698315 or hannah@pcuk.org.

TETRATHLON

Stewards and Officials Study Days

There will be two days for officials and stewards involved with Tetrathlon Competitions in 2012. These study days aim to cover all disciplines of Tetrathlon and have proved beneficial in previous years. Further details will be available on the website in the New Year.

TRAINING

Annual Instructors' Conferences 2012

The 2012 Instructors Conferences will be lead again by Yogi Breisner MBE FBHS, World Class Performance Manager and Chef d'Equipe to the British Eventing Team. The Training Committee are delighted to welcome Yogi back in the Olympic year, and to reflect this, Yogi will be delivering all four coaching sessions.

Monday 19th March - Myerscough College, Lancashire

Monday 26th March - Hartpury College, Gloucestershire

Both conferences will count as Pony Club Instructor CPD refreshers (accreditation), so please do get your Instructors to come along.

Applications for 2012 can be made online at <http://events.pcuk.org> or there is an application form enclosed for those without internet access. In the event of over-subscription, numbers per Branch / Centre will be limited. If a conference is full on the closing date for applications (two weeks before the conference) any further applications received will be placed on a waiting list.

Instructor Courses 2012

The theme for Instructor CPD (accreditation) courses in 2012 will be Show Jumping. The Training Committee will be putting on seven workshops, which will each last three hours and be presented by two top class Pony Club coaches. The workshops will include; helping riders to improve their position and course walking and understand the importance and effect of the canter, improving the horse's 'adjustability' and learning how to ride course builders' challenges.

28th February	The Cabin EC, Aberdeenshire
29th February	Muirmill EC, Ayrshire
14th March	Badgworth Arena, Somerset
20th March	The College EC, Bedfordshire
2nd April	Gracelands EC, Worcestershire
10th April	Merrist Wood Arena, Surrey
8th May	Richmond EC, North Yorkshire

Further details and the application form are available on the Training pages of the website <http://www.pcuk.org/index.php/training>

AH Test

The AH Test syllabus has been updated for 2012. Please find a copy enclosed.

The Training Committee will be arranging AH Test Training days open to AH Candidates from any Branch or Centre in 2012. Details will be available on the website as soon as they are available.

Competition Badges

There will be a range of new badges arriving in the New Year, focusing on each of The Pony Club's competitive discipline. These will be similar to the Achievement badges and there will be two levels of badge for each discipline:

- **Intro to [Discipline] badge** – aimed at younger / less experienced Members who are just starting out in the discipline. These badges will help them understand the basic fundamentals that will enable them to get started.
- **[Discipline] badge** - aimed at slightly older / more experienced Members who are competing / ready to compete in the discipline. These badges will help them to understand the rules of the discipline and what is expected of the horse and rider in order to be successful in a competition, with the emphasis on good position and training.

Visiting Instructors

At the recent Training Committee Meeting, it was agreed that the Visiting Instructor Panel in its current form is not achieving its full potential. After careful consideration it was decided to disband the existing list and create a new panel that is 'user-friendly' and will help Branches select a suitable coach for the purpose they intend to use them for.

The new Visiting Coach panel in 2012 will contain three sections:

- **Pony Club Specialist Coaches**
 - *Will coach at all levels / disciplines within The Pony Club.*
 - *Will deliver standard setting days for examiners and instructors.*
 - *Will deliver standardised or bespoke Pony Club coaching and/or UKCC courses.*
 - *Travel expenses will be paid by The Pony Club office.*
- **Discipline specific Coaches**
 - *Will coach the discipline that they specialise in.*
 - *Travel expenses will be paid by The Pony Club office (when booked to coach their specialist discipline).*
- **Recommended Coaches**
 - *Will teach/coach at rallies and camps basing their content on The Pony Club training principles.*
 - *Will be listed by Pony Club Area.*
 - *Travel expenses up to £50 per visit will be paid by The Pony Club office.*

Applications for the 2012 panel are currently being received and considered by the Training Committee. Once approved in January, the panel will be available to view and download in the Training section of The Pony Club website. The panel will no longer be printed in the Yearbook.

EQUITATION COMPETITION

The Training Committee have developed an Equitation Competition, similar to that used for Centre Members at the Championships, for Branches to use as they wish at rallies or camps to support the training they are providing. It comprises of one Equitation test and one Show Jumping round, both of which are marked on the rider's position and influence on the pony. There are two levels / classes:

Level	Equitation Test	Show Jumping height
D	D Level (Walk & Trot) Equitation	55 cm maximum
C	C Level Equitation	65 cm maximum

Rules and the Equitation Test sheets are available on the website (Member Activities - Activities & Events - Rallies & Camps) - http://www.pcuk.org/index.php/activities/rallies_camps/

Score sheets for the Equitation and Show Jumping phases are available to purchase from The Pony Club office.

CUBITT AWARDS 2012

Closing Date for the Nomination form sent to you in October is no later than 5th March 2012.
The total length of service must be 20 years or over. Please ensure that the nominee has not already received this award and that the form is signed by your Area Representative.

The presentation of the awards will take place on Monday 28th May 2012 at The Stratford Manor Hotel.

CUBITT BAR AWARDS

These awards are continuous; please email emma@pcuk.org if you require a nomination form. Please ensure that the nominee has achieved a minimum voluntary service of 30 or 40 years respectfully and that they have already received a Cubitt award.

MERCHANDISE

Olympia: The London International Horse Show, this year is taking place from 13th – 19th December 2011 and The Pony Club will once again be exhibiting there. We are on stand number GH5 so please do come and have a look at the range of merchandise and publications that we have on offer. We will also be launching the fully revised and updated 14th Edition of the **Manual of Horsemanship** at Olympia, a must have for every member.

Don't forget about our brand new products this Christmas. The Pony Club Snap Card Game and 2012 Wall Planner both priced at £4.99 make perfect stocking fillers.

There are three ways you can place an order with us; over the phone paying with a credit or debit card, online at www.pcuk.org or by post with a cheque. We are happy to send items to a different delivery address to help you save on postage. Just let us know when ordering the address the items are to be sent to and where you would like the invoice sent. This can also be done online by simply filling in the "ship to a different delivery address" option.

CHRISTMAS DELIVERY; Please note that if you wish to receive your order before Christmas then all orders must be placed before 5pm on Thursday 15th December, any orders received after this time will not be dispatched until after we have completed the stock take in January.

WWW.PONYPREP.ORG

PonyPrep continues to go from strength to strength, and now has a variety of content aimed at the D/D+ level. In addition to this we will be launching several new features at Olympia, including the ability for users to train towards earning enough merit for them to have a virtual Blue Cross equine companion to stay in their virtual stables, and a Members area when they will be able to upload photos, read blogs etc. Please pass on news of these updates to your Members, and encourage them to visit our tradestand at Olympia to find out more, and receive a goody bag (*subject to availability*).

THE PONY CLUB ANNUAL

Thank you to all of you who responded with any additional Members to your Branches since the capitation, everyone who sent in amendments to numbers or addresses by the deadline was accommodated. By now you should have received your allocated number of Annuals for distribution to

your Members. If you have not received your Annuals please email media@pcuk.org or call 02476 698310. I hope very much that your Members enjoy The Annual, and please note that copies are also available to buy for friends and family at just £3 each from Pony Club merchandise.

EVENT OFFERS

Don't forget that The Pony Club offers discounts at many of the top equestrian events in the calendar including Olympia. Details of this year's Olympia offer can be found on the Event Offers tab under the News section of www.pcuk.org

OVERSEAS COMMUNICATION

Steve Haddleton, from the Pony Club Association of Western Australia, visited as a chaperone during the Tetrathlon International Exchange earlier this year. Steve is keen to hear from UK I Pony Club Branches that would be interested in swapping newsletters to give Australian Members a taste of activities in the UK Pony Club and vice versa. Anyone interested can contact Steve on: stevegbh@mac.com

PRESS, PR & MARKETING

The Pony Club Logo: **IMPORTANT Please can you ensure that The Pony Club logo you are using on your printed material and website is up to date – if the logo you are using has no spokes, looks rough around the edges, blurred, stretched or skewed it is likely you need an up to date or higher resolution version. It is really important that Branches use the up to date version of the logo to show they are a part of the national Pony Club identity. Thank you to those who have already requested a copy of the up to date logo.**

High resolution logos for large scale printed material (banners, large posters etc), can be sent to you by email, please request the colour and format of the logo you require from media@pcuk.org
You can also download a copy of the Corporate Guide from 'Press & Marketing' area of the website which will tell you the correct Pantone colours for The Pony Club, which logo to use for your publication and any restrictions on using The Pony Club Logo. There are also downloadable recruitment posters on here where you can enter your Branch or Centre details to personalise and helpful tips on doing your own press.

***NEW* - MARKETING & PRESS MATERIAL ONLINE**

Following feedback from those who contact me and also from the surveys we ran early in the year, we are now able to offer improved marketing materials to download from the website. These include 'What Is' DL sized leaflets for Branch & Centre Membership (these will need to be taken to your local print shop), and customisable posters for Membership information, Recruitment and Events (which can be printed at home or by a print shop). We hope to expand this area further during 2012 as many of you have also asked for stationery templates. The information in the Press Pack area has also been updated and improved, including a template press release, top tips for promotion, attracting media interest and Pony Club key facts.

All of the above is available from the PR & Marketing tab of the website which can be found under Parents & Officials.

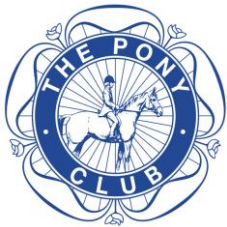
RECRUITMENT / MARKETING PACKS

It would be great to receive your feedback on the above materials. We are also looking at putting together a printed recruitment/marketing pack containing a set amount of leaflets, promotional items etc as we now receive so many requests from Branches for material of this type. It would be really good to have for your input - please let us know your thoughts on what this type of pack should contain, how much your Branch would be willing to pay towards it and any other thoughts you have: media@pcuk.org
Thank you in advance of your help!

Thank you to all of you who have contacted me over the last year with your thoughts and comments. It is through these that I am able to progress the material available to you. It is great to see so many of you now using the up to date logos on your artwork, and it helps The Pony Club strengthen its brand as a whole. I look forward to hearing from you with new requests in 2012!
You can contact me on 02476 698310 or media@pcuk.org

Enclosed

- Secretary of the Year Nomination Form (*D.C's only*)
- Annual Conference Application Form (*D.C's only*)
- AH Test Syllabus
- Instructors' Conference Application Form (*DCs only*)
- Young Event Horse Series Rules (*DCs only*)
- RWHS Mounted Games Nomination Form (*DC's Only*)



YOUNG EQUESTRIAN LEADERS AWARD

This award has been developed to recognise young volunteers within the British Equestrian Federation.



Any Pony Club Member aged 13 years or over can register and start logging their volunteering hours for the Bronze level award.

In brief:

The Bronze level award requires the Member to complete 20 hours of volunteering with their Pony Club or another BEF Member Body. This may be mentoring a young PC member at their first rally, score sheet collecting at an event, fence judging (must be partnered with an experienced, responsible adult), volunteering to help clear up after a rally/show or helping at a local RDA Group. All volunteering activities should be signed off by the Event Organiser, DC/Proprietor or Instructor.

Members achieving their target hours will receive a YELA certificate and pin badge.

For more information and register for this Award Scheme, please contact kdowning@rda.org.uk or go to www.rda.org.uk/yela

